

MINUTES
CORRECTIONS STANDARDS AUTHORITY MEETING
THURSDAY, SEPTEMBER 9, 2010
600 BERCUT DRIVE
SACRAMENTO, CA 95811
(916) 445-5073

Meeting held at: Corrections Standards Authority, 660 Bercut Drive, Sacramento, CA 95811

Secretary Matthew Cate welcomed everyone to the September 09, 2010 Corrections Standards Authority (CSA) meeting. He introduced Debbie Rives as the Acting Executive Director. Ms. Rives expressed her appreciation to the Board for the opportunity.

Ms. Rives announced that notification was received of the reappointment of the six members whose terms were up. The six individuals up for reappointment were Sheriff Prieto, Supervisor Bates, Chief Penner, Dr. Silbert, Ms. Epps and Mr. Adams. Those members have each been reappointed. In addition, with Ms. Rives' vacancy in the STC division, Evonne Garner has been appointed as Acting Deputy Director.

Ms. Rives reported that there has been a new board member appointed to fill the vacant Rank and File, State Correctional Facility seat. Secretary Cate introduced Charlotte "Charlie" Mello. Ms. Mello is currently employed at the Department of Corrections and Rehabilitation as a Correctional Officer. She started with the department in 2001 at Pelican Bay State Prison and transferred in October of 2008 to Folsom State Prison. Ms. Mello was sworn in and welcomed by Secretary Cate and the Board.

Secretary Cate announced that Bernie Warner, Chief Deputy Secretary, Juvenile Justice, for the Department of Corrections and Rehabilitation will be moving on to the State of Washington. Mr. Warner has served the department for over five years which makes him the longest running head of Juvenile Justice. He will be sorely missed. He is taking a job running the adult prisons in the State of Washington. Secretary Cate thanked Mr. Warner for his work at CSA and his friendship.

Ms. Meyer called roll.

The following members were in attendance:

Secretary Cate	Ms. Epps	Mr. Ingrassia	Mr. Adams
Mr. Kernan	Ms. Silva	Ms. Arnold	Mr. Crowder
Mr. Warner	Mr. Prieto	Ms. Biondi	Ms. Mello

ABSENCE OF BOARD MEMBERS

Ms. Meyer announced that Ms. Penner, Ms. McBayer, Ms. Bates, Mr. Baca, Ms. Campbell, Dr. Silbert and Ms. Minor had prior commitments. There was a quorum.

Ms. Rives reported that CSA operations are still significantly impacted by the current State budget crisis. Additionally, she informed the Board members that Agenda Item 2 was amended

and to please refer to the golden rod document that contained the amendments.

CONSENT AGENDA ITEMS:

APPROVAL OF THE MINUTES OF THE JULY 15, 2010 MEETING (AGENDA ITEM 1)

SACRAMENTO COUNTY YOUTH DETENTION FACILITY CROWDING UPDATE
(AGENDA ITEM 2)

SACRAMENTO COUNTY YOUTH DETENTION FACILITY RECEIPT OF CORRECTIVE
ACTION PLAN (AGENDA ITEM 3)

FEDERAL TITLE II FORMULA BLOCK GRANT TRIBAL YOUTH GRANT PROGRAM
(AGENDA ITEM 4)

STATE CORRECTIONAL PEACE OFFICER APPRENTICESHIP PROGRAM UPDATE
(AGENDA ITEM 5)

ASSEMBLY BILL 900 2007 LOCAL JAIL CONSTRUCTION FUNDING PROGRAM
REGULATIONS REVISION (AGENDA ITEM 6)

Secretary Cate asked for a motion to accept the consent calendar agenda items 1, 2, 3, 4, 5, and 6.

**A motion to approve the Consent Calendar was made by Mr. Ingrassia and
seconded by Mr. Prieto. The motion carried.**

DISCUSSION AGENDA ITEMS:

ADULT TITLES 15 AND 24 REGULATIONS REVISION (AGENDA ITEM 7)

Allison Ganter, Field Representative with the Facilities Standards and Operations Division, presented this item. She asked for approval to begin the Adult Titles 15 and 24 Regulation Review and Revision Process, as mandated by Penal Code Section 6030. She also asked that the Board select a member as Chair of this process. During the revision process, each regulation will be reviewed to ensure that it meets legislative mandate; to refine and clarify issues that have developed in the field; to identify any new issues that might have arisen regarding needed improvements in current regulations; and to meet the needs of California and its rapidly expanding and shifting local detention system. As in past revisions, stakeholders will be engaged to ensure that regulations reflect the experience and knowledge maintained by constituents. This process will include the formation of an Executive Steering Committee (or ESC), members of which are policy makers in local corrections, input from the field, staff review and public

hearings. Typically, the CSA will empower the ESC to designate workgroups to provide expert input, address technical aspects, provide guidance in the overall process, and to make recommendations to the CSA regarding any proposed revision. Staff recommended that the proposed Adult Regulations Revision process begin immediately following the meeting including appointment of a Board member as Chair of the ESC. Upon CSA approval, staff will meet with the Chair this October to develop a list of potential ESC members and formalize the tentative timeline for the process. ESC Member Recommendations will be presented to the CSA during its scheduled January, 2011 meeting. After being approved, the ESC will meet and develop a strategy to continue the revision process. Workgroups consisting of subject matter experts will be formed. The ESC will refine the workgroups' recommendations and present them to the CSA for final review. After a comprehensive public review process, the CSA will accept, reject or modify the recommendations and submit the Title 15 (which are operational) regulations to the Office of Administrative Law and the Title 24 (physical plant) regulations to the Building Standards Commission for approval. Based upon past experience, staff projects the effective date of the revised Title 15 regulations to occur in April 2012. And the Title 24 regulations are projected to be effective in October 2012.

Staff recommended that the CSA direct staff to begin the local adult regulation review and revision process, the CSA appoint a Board member to chair the ESC, and that the CSA empower the chair of the ESC to develop a list of recommended members and a proposed timeline for consideration at the January, 2011 CSA meeting. Board Member John Ingrassia was thanked for expressing interest in chairing the Adult Revisions.

Secretary Cate asked for a motion to appoint Mr. Ingrassia as the Chair of the ESC.

A motion to appoint Mr. Ingrassia to Chair the Executive Steering Committee was made by Mr. Kernan and seconded by Ms. Biondi. The motion carried.

Secretary Cate then requested a motion that would handle the remaining recommendations: one to direct staff to begin the local adult detention regulation review, and second to empower Mr. Ingrassia to develop his list of recommended ESC members.

A motion to approve the staff recommendations was made by Ms. Arnold and seconded by Mr. Warner. The motion carried.

Secretary Cate thanked Mr. Ingrassia for agreeing to chair the ESC.

There was no public comment.

JUVENILE TITLES 15 AND 24 REGULATIONS REVISION (AGENDA ITEM 8)

Allison Ganter, Field Representative with the Facilities Standards and Operations Division, presented this item. She asked for approval to begin the Juvenile Titles 15 and 24 Regulation Review and Revision Process. She also asked that the Board for selecting one of its members as Chair of this process. This process will proceed using the same guidelines as the Adult

Regulations Revision. As noted on the tentative agenda, the Juvenile Process would begin 6-8 months after the Adult Revisions have begun. Upon CSA approval, staff will meet with the Chair in May 2011 to develop a list of potential ESC members and formalize the tentative timeline for the process. Recommendations for membership will be presented to the CSA during its scheduled July 2011 meeting. After CSA approval, the ESC will meet and develop recommendations for workgroups. Workgroups consisting of Subject Matter Experts will then meet and develop recommendations for the ESC to present to the CSA for final approval. The Juvenile Revisions will then proceed through the public review process. The CSA will once again review final regulations and submit them to the Office of Administrative Law and Building Standards Commission for review and publication. Based upon past experience, staff projects the effective date of the revised Title 15 regulations to occur in October, 2012. The Title 24 regulations are projected to be effective in April 2013.

Staff recommended: the CSA direct staff to begin the local juvenile regulation review and revision process, that the CSA appoint a Board member to chair the ESC, and that the CSA empower the chair of the ESC to develop a list of recommended members and a proposed timeline for consideration at the July 2011 CSA meeting. Board Member Adele Arnold was thanked for expressing interest as serving as Chair for the Juvenile Revisions.

Ms. Biondi asked if there are any conversations that need to take place between the committee that's advising the regulations and those that are building the juvenile and adult facilities. She inquired into the connection between the two departments during the process of revision and whether there would be communication about concerns if there was something discovered that could change something.

Ms. Ganter responded that there will be discussions if there's something significant that will affect an adult detention facility that could impact a local detention facility. Those recommendations will be passed along to that workgroup.

Ms. Biondi stated that she would like to participate on the committee in some way.

Secretary Cate requested a motion to appoint Ms. Arnold as the Chair of the ESC.

A motion to appoint Adele Arnold as Chair was made by Mr. Ingrassia and seconded by Ms. Silva. The motion carried.

Secretary Cate congratulated and thanked Ms. Arnold for her willingness to help out.

Secretary Cate then asked for a motion to direct staff to begin the local juvenile detention facility regulation review and empower Ms. Arnold to develop a list of ESC members.

A motion to approve the staff recommendations was made by Mr. Prieto and seconded by Ms. Silva. The motion carried.

There was no public comment.

PROUD PARENTING PROGRAM

(AGENDA ITEM 9)

Oscar Villegas presented this informational agenda item which requested Board approval to do two things: First, to authorize staff to redistribute to existing grantees approximately \$83,000 from one grantee which has decided to opt out of the grant program, and second, to proportionately reduce the grant amounts if the state budget act contains less than it did in year one. Last November, the Board took action to award approximately \$833,000 in state grant funds to support 10 Proud Parenting program grant projects of approximately \$83,000 each for a three year grant period pending an annual appropriation in the budget. The purpose of the grants is to provide services to young parents between the ages of 14 and 25 and to help break the intergenerational cycle of violence. In May of this year, as the end of the first year was approaching, one of the grantees, The Children of Incarcerated Parent program in Pasadena, notified staff that it would not be pursuing funding for years two and three which potentially frees up \$83,000 to be redistributed amongst remaining grantees for each of the next two years. Staff was not aware of any other grantees planning to forfeit future funds. Therefore, staff requested authority to redistribute these funds to the remaining grantees. Additionally, although at the moment the program funding appeared to be in the budget at the same level (as it remained in the Governor's budget in January and again in the May revise), the amount could change and staff is attempting to avoid any further delay in getting these funds to the grantees. The budget delay has resulted in suspended services by some of these grantees. Staff was therefore also seeking the approval from the Board to make the necessary proportionate adjustment to the grant amounts so that they could move expeditiously once a budget is signed. The intent is to get grant funds out as quickly as possible once the budget is signed. Today's action would reaffirm CSA's practice of redistributing the unencumbered funds and/or possibly reducing the grant amounts if the final budget act contains less than it did in year one. Preliminary partial data from the first year was shared. As of June 30, 2010: 334 participants had enrolled in the program, 57% had successfully completed, the average participant received over 25 hours of program services, 21% said school attendance increased, 89% said their parenting knowledge had increased, and 79% said their early childhood development knowledge has increased.

Staff recommended the Board grant approval to: 1) reallocate unencumbered Proud Parenting Program funds to current grantees, including the \$82,802 already forfeited by one agency; and 2) authorize CSA Staff to proportionately reduce the grant agreement amounts should the final budget appropriation be less than anticipated.

A motion to approve the staff recommendations was made by Mr. Kernan and seconded by Ms. Arnold. The motion carried.

There was no public comment.

INTER-AGENCY AGREEMENT FOR DMC CURRICULUM DEVELOPMENT

(AGENDA ITEM 10)

Helene Zentner presented this action item which requested the CSA Board to approve the State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP) recommendation to enter into an Interagency Agreement with UC Berkeley that will result in the

development of Disproportionate Minority Contact (DMC) curriculum and training modules to be utilized statewide. As one of the four core protections of the Juvenile Justice Delinquency Prevention Act, and as a priority of the SACJJDP, DMC has continued to gain increased attention throughout the state, not only by way of the DMC-Technical Assistance Project grants but also through DMC trainings within all CSA grants, local law enforcement trainings, DMC education initiated within the Division of Juvenile Parole Operations and trainings requested through the DMC Regional Training grant. It has become clear that the Corrections Standards Authority is in need of standardized DMC training curriculum. Due to the complex training needs of state and local agencies, and the sensitivity around the reduction of the disproportionate number of youth of color in youth serving systems, the SACJJDP's DMC Subcommittee proposed working with the University of California at Berkeley, School of Law-Center for Criminal Justice through an Interagency Agreement as the University has expertise in DMC, Criminal Justice, curriculum development and access to state and federal data. At the request of the Subcommittee, CSA staff requested a proposed scope of work and budget from UC Berkeley for the purposes of developing introductory DMC training and specific DMC training modules, including a Train-the-Trainer tool, to be used within various disciplines across the state as well as the possibility of utilizing the curriculum as part of the CORE probation training. If approved, the plan requires UC staff to collaborate with DMC subject matter experts from around the state and with members of the DMC Subcommittee. An estimated completion date of the project is February 2011. On August 11, 2010, the SACJJDP approved the recommendation of the DMC Subcommittee to allocate \$140,000 of federal Title II funds towards the development of DMC curriculum. If approved today, staff would begin immediately drafting the Interagency Agreement with UC Berkeley.

Staff recommended the CSA Board approve the recommendation of the SACJJDP to proceed with development of an Interagency Agreement with U.C. Berkeley to develop DMC curriculum/training modules.

Mr. Warner requested clarification regarding the identification of UC Berkeley as the unique qualification institution, and asked if Ms. Zentner could provide the Board information about the curriculum. Specifically, who will develop it, and how it will be used.

Ms. Zentner explained how there were several other agencies that were contacted and through some collaborated discussions it was determined by the DMC subcommittee that UC Berkeley had the best qualifications to develop the curriculum. CSA Staff determined that they would like to have a standardized curriculum so that the message and education in California is consistent. Board staff are also looking into having UC Berkeley develop training modules that are specific to different disciplines. Once the curriculums are approved they will become public domain and available to all.

Ms. Biondi praised Sandra McBrayer and Shaline Hunter for the work that they have done.

A motion to approve the staff recommendations was made by Mr. Warner and seconded by Ms. Biondi. The motion carried.

There was no public comment.

LOS ANGELES COUNTY JUVENILE HALLS: CROWDING UPDATE

(AGENDA ITEM 11)

Toni Gardner presented this information item which as a result of outstanding areas of noncompliance, including crowding, which were cited in the 2006-2008 CSA inspection cycle. The CSA Board considered the matter of the suitability of Los Angeles County's Juvenile Halls for the confinement of minors at its September 2008, November 2008, and January 2009 meetings. At the January 8, 2009 meeting, the CSA Board found the Los Angeles County Juvenile Halls suitable for the confinement of minors. In regard to the crowding which had been relieved due to the implementation of the suitability plan (SP) dated January 6, 2009, the Board requested that a representative from the Los Angeles County Probation Department be present at the next CSA Board meeting to provide a report on the status of the crowding at the juvenile halls. The Chief Probation Officer or his representative has reported on the county's progress in implementing the SP at the March 19, 2009, May 21, 2009, September 10, 2009, and March 11, 2010 Board meetings. Those status reports cited progress made in reducing crowding and improving conditions of confinement. Los Angeles County Probation Department provides CSA staff with detailed population accounting for the three juvenile halls. The data gives both morning and evening counts and also notes unit staffing. Since the January 8, 2009 Board meeting, Los Angeles County has maintained the population of each unit at each of its juvenile halls below the limits specified in the SP with minor exceptions which are seen in the attached charts. Additionally, each unit of each juvenile hall has been at or below its rated capacity every day since March 12, 2010, with the single exception noted in Attachment A. The reduction in population is more striking when viewed from the system wide perspective. As illustrated in Attachment B, the Detention Services Bureau has reduced its juvenile hall population 37% since 1999. In addition to reviewing population data from the county, CSA staff makes quarterly visits to the juvenile halls in order to assess the totality of conditions. The most recent visit occurred on August 17, 2010 and is summarized in the letter to the Los Angeles County Chief Probation Officer Donald Blevins, dated August 19, 2010.

Chief Blevins addressed the Board affirming Los Angeles County's commitment to continuing the success seen today. Chief Blevins stated "we believe we are up to the task of maintaining and improving the Juvenile Halls. We are moving kids out to placement in other facilities faster. Our goal is to get this number even lower. We're committed to fixing the problems in the L.A. County Probation Department and to restore the programs that have been missing."

Ms. Biondi praised Ms. Gardner for her hard work and pointed out how important it is to have the CSA staff present in juvenile detention facilities.

There was no public comment.

LOS ANGELES COUNTY JUVENILE HALLS: DETERMINATION OF SUITABILITY

(AGENDA ITEM 12)

Toni Gardner presented this action item. CSA staff conducted the 2008-2010 biennial inspection of the Los Angeles County Juvenile Halls on the following dates: Los Padrinos Juvenile Hall:

August 18, 19 and 20, 2009; Barry J. Nidorf Juvenile Hall: October 6, 7 and 8, 2009; and Central Juvenile Hall: December 1, 2 and 3, 2009. Each facility was found out of compliance with California Code of Regulations Title 15 sections relating to nutrition. All were multi-year violations. On January 25, 2010, the inspection report was mailed to the Chief Probation Officer, the Chair of the Los Angeles County Board of Supervisors, the County Administrative Officer, Presiding Judge, and the Chair of the Probation Commission. In the letter, the probation department was given until March 31, 2010 to provide a corrective action plan to address the deficiencies identified during the inspection. Detention Bureau Chief Elizabeth Garcia acknowledged the county's intention to address the identified issues of noncompliance in her letter dated March 31, 2010. The letter contained matrices for each facility outlining steps that had been taken toward achieving compliance. The letter and attachments were reviewed by CSA staff and filed as the Corrective Action Plan as required by Section 209 (d), WIC. This code section authorizes the CSA to approve the corrective action plan and continue to monitor the facility to ensure completion of the plan within 90 days. The 90 day timeframe for the resolution of items outlined in the Corrective Action Plan was June 29, 2010. During the three months following receipt of the CAP there was ongoing communication between CSA staff and Los Angeles County on the progress the county had made toward the correction of the areas of noncompliance. In April 2010, the county advised CSA that they had identified a Registered Dietician (RD) to be hired as a consultant in addressing the outstanding areas of noncompliance. The Registered Dietician began work with the department on June 1, 2010, setting out immediately to correct the nutritional deficiencies. However, not all areas were corrected within the prescribed time limit and on July 1, 2010, Los Angeles County Chief Probation Officer Donald Blevins was noticed that the Los Angeles County Juvenile Halls had failed to resolve the issues identified in the CSA inspection report within 90 days and were scheduled for a determination of suitability at today's CSA Board meeting, per WIC Section 209(d). Much has been accomplished toward the resolution of the areas of noncompliance since the hiring of the nutritional consultant. CSA staff met with Los Angeles County Public Health's local inspectors on August 11, 2010 and with the probation department's nutritional consultant on August 17, 2010 in preparation for the board meeting. Attachment A summarized the applicable regulations, the deficiencies cited by the nutritional health inspector and the corrective actions accomplished to this point.

It was the joint recommendation of the Los Angeles County Public Health Department's local health inspectors, the Los Angeles County Probation Department's food service consultant and CSA staff, that the determination of suitability of Los Angeles County's juvenile halls be continued until the March, 2011 board meeting to allow for complete implementation.

Ms. Biondi commented on complaints she has heard regarding the disinfectants being used. She asked the status and opinion of staff being ordered to use the product called Natural Solutions.

Mr. Kirk stated that as of July 1st of this year the contract was discontinued with Natural Solutions and the product is no longer being used.

Secretary Cate asked to meet the new nutritionist and inquired into how concerned the Board should be with what is going on in Los Angeles.

Ms. Sasnauskas, the new food services consultant and dietician, stated that they are right on track

with where they should be and that a lot of progress has been made. All of the deficiencies and items that were missing have been addressed and they are now at the implementation stage. They are looking at 90 days for their halls and are expecting full implementation in March.

Ms. Biondi expressed concern as to whether Ms. Sasnauskas was receiving cooperation from people who are already being paid on their contract and if she was having any challenges. She stated that she had looked at the contracts and that they looked like they should cover the regulations.

Ms. Sasnauskas said they have looked over her menus and reviewed them to make sure they were able to implement them financially. She also said that she may not be the best person to ask about the contract but that they are looking at funding and how they can make sure that it is implemented properly.

Secretary Cate thanked Ms. Sasnauskas for coming to Sacramento and asked if there were any further questions before asking for a motion. There was none.

A motion to approve the staff recommendations was made by Ms. Biondi and seconded by Mr. Prieto. The motion carried.

PUBLIC COMMENT

(AGENDA ITEM 13)

Secretary Cate asked if there was any public comment. There was none.

Next meeting: Thursday, November 18, 2010 at 1:00 p.m. in Sacramento, CA.

Meeting adjourned at 2:00 p.m.

Respectfully submitted,

Originally signed by

KRYSTEN MEYER
Executive Assistant
Corrections Standards Authority

ROSTER OF PERSONS IN ATTENDANCE

CSA Board Members

Mr. Cate, Secretary, CDCR
Mr. Kernan, Undersecretary, CDCR
Mr. Warner, Chief Deputy Secretary, Juvenile Justice, CDCR

Ms. Silva, Administrator, Juvenile Justice, CDCR
Mr. Prieto, Yolo County Sheriff's Department
Ms. Arnold, Tuolumne County Probation Department
Mr. Ingrassia, San Diego County Sheriff's Department
Ms. Biondi, Public Member
Mr. Adams, Yuba County Sheriff's Department
Ms. Epps, San Bernardino County Probation
Mr. Crowder, Parole Agent, CDCR
Ms. Mello, Correctional Officer, CDCR

CSA Staff

Debbie A. Rives, Executive Director (A)
Krysten Meyer, Executive Assistant
Robert Takeshta, Deputy Director, CFC
Marlon Yarber, Deputy Director, CPP
Gary Wion, Deputy Director, FSO
Evonne Garner, Deputy Director (A), STC
Toni Gardner, Field Representative, FSO
Helene Zentner, Field Representative, CPP
Laurel Alvarez, Field Representative, STC
Charlene Aboytes, Field Representative, CFC
Allison Ganter, Field Representative, FSO
Oscar Villegas, Field Representative, CPP